

1 THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF
2 SEABROOK MET ON THURSDAY, JULY 10, 2014 AT 7:00 P.M. IN THE SEABROOK
3 CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TEXAS TO
4 CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE
5 AGENDA ITEMS LISTED BELOW.

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7 Vice- President Terry Chapman called the meeting to order at 7:00 p.m. and declared
8 that a quorum was present.

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10 *Note: Mr. Chapman chaired the meeting due to Mr. Dunphey's laryngitis.*

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12 BOARD MEMBERS PRESENT:

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14	PAUL R. DUNPHEY	PRESIDENT
15	TERRY CHAPMAN	VICE-PRESIDENT
16	ERNIE DAVIS	TREASURER
17	BOB POSTON (exc. abs.)	SECRETARY
18	GLENN ROYAL	MAYOR
19	THOM KOLUPSKI	COUNCIL REPRESENTATIVE
20	GARY BELL	MEMBER

21
22 ALSO PRESENT WERE:

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24	GAYLE COOK	CITY MANAGER
25	XOCHYTL GREER	CITY/EDC ATTORNEY
26	PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
27	ALESIA HAMMOCK	SECRETARY

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29 **1.0 ROUTINE PUBLIC HEARING AND ANNOUNCEMENTS**

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31 There were none.

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33 **2.0 PRESENTATIONS**

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35 **2.1 Director's report on economic development activities for May and June,**
36 **2014. (Chavez)**

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38 Mr. Chavez gave his report detailing activities for the months of May and June.

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40 **2.2 Update on trip to Washington, D.C. with the Alliance. (Royal)**

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42 Mayor Royal reported that he was one of a small, eclectic group focused on work
43 force development. It was very fast-paced with meetings which included the
44 highway trust fund and the Ike Dike project.

3.0 NEW BUSINESS

3.1 Election of officers for the Corporation.

Motion was made by Mayor Royal and seconded by Mr. Bell

To nominate Paul Dunphey for President.

MOTION CARRIED BY UNANIMOUS CONSENT.

Motion was made by President Dunphey and seconded by Mayor Royal

To nominate Terry Chapman for Vice-President.

MOTION CARRIED BY UNANIMOUS CONSENT.

Motion was made by Mayor Royal and seconded by President Dunphey

To nominate Ernie Davis for Secretary.

MOTION CARRIED BY UNANIMOUS CONSENT.

Motion was made by Mayor Royal and seconded by President Dunphey

To nominate Gary Bell for Treasurer.

MOTION CARRIED BY UNANIMOUS CONSENT.

3.2 Discuss and take all appropriate action for revisions to the Seabrook Economic Development Corporation Incentives policy. (Chavez)

Mr. Chavez gave an overview of the policy, noting changes based on discussions with other economic development groups and focusing on the application for project assistance. He added that he will develop a database for SH 146 businesses. The application should be specific as to whether it is for a business on SH146 and whether other funding sources are being pursued. Mr. Chavez will make revisions accordingly and bring back for consideration at the August meeting.

3.3 Discuss and take all appropriate action for revisions to the Seabrook Economic Development Corporation Façade Improvement Program. (Chavez)

Mr. Chavez stated that he and Mr. Kolupski had met to discuss and clarify the overall purpose of the program.

Mr. Kolupski stated that some of the merchants were under the impression that the program was established to buy them signs rather than upgrade their facades. He suggested that the incentive amount be revised to include 25% of cost of construction or up to a maximum of \$40,000. Consider funding on a case by case basis up to \$40,000.

Motion was made by Ernie Davis and seconded by Gary Bell

To accept the Façade Improvement Program with suggested revisions.

MOTION CARRIED BY UNANIMOUS CONSENT.

3.4 Consider renewal of advertising contract with KO Sailing. (Chavez)

Mr. Chavez stated that the contract with Mr. McNamara of KO Sailing has expired. Per the contract, the vehicles of KO Sailing wear the city logo, so as they go all over the country for events they promote the City of Seabrook.

Mr. McNamara stated that KO Sailing supports youth sailing. This allows two weeks exposure at different sites. He added there is a lot of opportunity for Seabrook branding on the new trailer. There are seven vehicles, forty events in twenty locations

Mr. Chavez stated that KO Sailing has done everything they promised to do and they are an important business in Seabrook.

Mr. Chapman stated that the youth group events put lots of heads in beds.

Mr. Kolupski stated that \$20,000 for two years was quite a bargain.

President Dunphey suggested that all details should be in the contract and should include branding on hats, shirts and vehicles.

Mr. Chavez was asked to revise the contract to reflect changes, then bring back to the August meeting for consideration and possible approval.

3.5 Goal setting workshop for FY 2014-15. (Chavez)

Mr. Chavez stated that goals listed for FY 2014/15 were based on discussions at the May meeting and on current initiatives. He added that rather than indicate a high or low priority, he would like items clarified as action items. He asked

members to review items and determine whether to keep or delete.

In response to Councilor Kolupski's question, Mr. Chavez explained that initially promotional materials were not allowed at the cruise terminal, but now Seabrook has promotional materials on display and may soon have a banner, as well. He added that it is important to continue to target this area.

Mayor Royal stated that he had spoken with Commissioner Kennedy about retaining businesses in Harris County as opposed to Galveston County.

Mr. Chavez stated that the list of projects was approved in 2013/14 and as per EDC regulations, in order to have an active, valid incentive program, goals must also be in place. He added that he is seeking the board's approval for the EDC's active list which includes:

- Hotel project at NASA Parkway and Repsdorph Road
- Boardwalk at NASA Parkway and Repsdorph Road
- Working with businesses along 146 for relocation.

It was suggested that the Façade Program also be added, but as a lower priority. Also, consider adding the Old Seabrook sidewalk project as an agenda item at the August meeting.

Motion was made by Mr. Davis and seconded by President Dunphey

To accept the list of projects as presented, removing the Loop Road and Waterfront Improvement projects and adding the Façade Program.

MOTION CARRIED BY UNANIMOUS CONSENT.

3.6 EDC Budget review for FY 2014-15. (Chavez)

Mr. Chavez gave his report on the budget.

Mr. Chapman suggested that members review the budget information for more discussion at the August meeting. He added that members should send Mr. Chavez any questions or concerns so that they can be readily addressed at the August meeting.

3.7 Seabrook directional sign program. (Chavez)

Mr. Chavez stated that the map attachment shows proposed and current locations of directional signs. He added that the sign which was located at Second Street and Anders is damaged and a determination needs to be made as to whether to put it back in that place or relocate it.

Suggestions for the directional signs included:

- One should be placed where traffic comes out of cruise terminal.
- Relocate sign at Lakeside and Repsdorph while empty.
- City points of interest should be on the signs where slots are not sold.
- Every sign should be completely full.
- Move sign #1 to NASA near entrance to the city on the east side.

4.0 APPROVAL OF MINUTES

4.1 Review and approval of the minutes of the May 8, 2014 meeting. (Brant)

Motion was made by Mr. Davis and seconded by President Dunphey

To approve the minutes as written.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.0 ROUTINE BUSINESS

5.1 Discussion/approval regarding the update on the Waterfront Drive Project and authorization of change orders and additional funding. (Cook)

City Manager Gayle Cook stated that Brad Matlock of Cobb-Fendley is here to give an update on the project.

Brad stated that AT&T has completed the underground work; next step will be to get service. The contractor will finalize the sidewalks, go over punch list and replace trees.

Ms. Cook stated that there is a new funding possibility for change order for the overruns. Funding left over from Pine Gully may be transferred to this project which would absorb a portion of the costs. A letter has been submitted with an answer possible next week. She gave a brief summary of overruns to date.

Mr. Matlock explained that change order #3 in the amount of \$43,295 is for electrical overruns which included marquis sign, lift station and Alfredo's service connection.

Motion was made by Mayor Royal and seconded by President Dunphey

To approve change order #3 only in the amount of \$43,295 and wait for final approval of remaining funds.

MOTION CARRIED BY UNANIMOUS CONSENT.

5.2 Update on SH 146 Expansion Project. (Cook)

Ms. Cook stated that the city will hold a Town Meeting with TXDoT concerning the SH146 expansion project on July 24 at Robinson Elementary. New plans for the project provides two additional exits.

5.3 Establish future meeting dates and agenda items.

The next meeting is scheduled for August 14, 2014. Agenda items will include:


- Incentive program
- KO Sailing contract
- Old Seabrook sidewalk project
- EDC budget
- Contract with BAHEP
- D.C. trip update by Councilor Kolupski

Upon motion, the meeting was adjourned at 8:46 p.m.

APPROVED THIS 14TH DAY OF AUGUST 2014.



Paul Dunphy, President



Alesia Hammock, Secretary

